

## DEPARTMENT OF BENEFIT PAYMENTS

744 P Street, Sacramento, CA 95814  
(916) 445-7046



January 25, 1978

ALL-COUNTY LETTER NO. 78-2 (Fin. Mgt. Services)

TO: ALL COUNTY WELFARE DIRECTORS  
WELFARE FISCAL SUPERVISORS  
COUNTY AUDITORS  
ADMINISTRATIVE SERVICE OFFICERS

SUBJECT: FISCAL CLAIMING INSTRUCTIONS FOR INDOCHINESE/CUBAN ADMINISTRATIVE COSTS

REFERENCE:

The purpose of this letter is to confirm that information given your county by telephone on January 6, 1978 concerning federal funding for the Cuban/Indochinese Refugee Assistance programs. This information is applicable for both the second and third quarters of state FY 77/78 and supersedes the Indochinese/Cuban claiming instructions provided in All-County Letters 77-44 and 77-56, the telegram of September 22, 1977, and the December 23, 1977 Errata to All-County Letter 77-44.

California was notified by the Department of Health, Education, and Welfare on January 5, 1978 that federal funding in FY 77/78 for the administrative costs of these two programs is as follows:

INDOCHINESE REFUGEE ASSISTANCE PROGRAM (IRAP)

Social Services

All Eligible Services 100% IRAP Funds

Income Maintenance

AFDC-IRAP	50% Title IVA/50% IRAP Funds
Non-AFDC-IRAP	100% IRAP Funds
MNO-IRAP	100% Federal Funds <u>1/</u>

1/ No change from previous funding sources.

CUBAN REFUGEE ASSISTANCE PROGRAM (CUBAN)Social Services

AFDC-Cuban 75% Title XX Funds  
 Non-AFDC-Cuban 2/

Income Maintenance

AFDC-Cuban 50% Title IVA/50% Cuban  
 Non-AFDC-Cuban 2/

Because this funding represents a clarification of previous federal instructions, the following forms should be used when completing the administrative claims for the quarters ending in December 1977 and March 1978.

October-December 1977 Administrative Claim Forms

<u>Form</u>	<u>Revision Date</u>	<u>Form</u>	<u>Revision Date</u>
DFA 43	10/77	DFA 327.1	10/77 <u>3/</u>
DFA 323	1/78	DFA 327.2	1/78
DFA 46	10/77	DFA 327.3	1/78
DFA 47	10/77 <u>3/</u>	DFA 327.4	10/77
DFA 49	10/77	DFA 327.5	10/77
DFA 325.1	6/76	DFA 327.6	10/77 <u>3/</u>
DFA 325.2	7/75	DFA 327.7	1/78
DFA 325.2A	12/76	DFA 327.7A - Optional	7/77
DFA 325.3	7/77	DFA 327.8	10/77
DFA 403	8/76	DFA 327.9	1/78 <u>4/</u>
DFA 396	10/75		
DFA 394	10/75		
DFA 325.1A	7/76		

2/ 100% Cuban funding is available for the salaries, benefits and travel expenses for each Cuban worker carrying a caseload of 60 or more Cuban cases. Costs relative to this category of recipients should be claimed in the appropriate category of the Cuban claim, AA 223. All claiming requirements previously issued for the AA 223 are still in effect.

3/ Forms DFA 47, 327.1 and 327.6 already sent to the counties bearing a revision date of 1/78 should be destroyed.

4/ Use footnote 14 as defined on reverse of form. Disregard footnote 14 correction provided in All-County Letter 77-56.

January-March 1978 Administrative Claim Forms

<u>Form</u>	<u>Revision Date</u>	<u>Form</u>	<u>Revision Date</u>
DFA 43	1/78	DFA 327.1	3/78
DFA 323	3/78	DFA 327.2	3/78
DFA 46	1/78	DFA 327.3	3/78
DFA 47	3/78	DFA 327.4	10/77
DFA 49	10/77	DFA 327.5	10/77
DFA 325.1	1/78	DFA 327.6	3/78
DFA 325.2	7/75	DFA 327.7	3/78
DFA 325.2A	3/78	DFA 327.7A - Optional	7/77
DFA 325.3	7/77	DFA 327.8	10/77
DFA 403	8/76	DFA 327.9	3/78
DFA 396	10/75	DFA 419	7/76
DFA 394	10/75		
DFA 325.1A	6/76		

All corrections as specified on Page 14, All-County Letter 77-56 should be disregarded when completing the administrative claim for the quarter ending March 1978.

INDOCHINESE/CUBAN INSTRUCTIONS FOR COMPLETING THE DECEMBER 1977 AND MARCH 1978 QUARTER ADMINISTRATIVE CLAIMS.

Indochinese Refugees

## 1. Eligibility and Nonservice Activities (Income Maintenance)

a. Indochinese refugees now eligible for an AFDC grant - Indochinese-AFDC

All time spent performing eligibility determinations and grant maintenance functions for these AFDC recipients should be charged to Line L, Indochinese-AFDC, on the DFA 43, Eligibility and Nonservice time study.

- b. Indochinese refugees ineligible for an AFDC grant but eligible for Indochinese Refugee Assistance Grant - Indochinese-Non-AFDC

Line D, General Relief (GR), on the DFA 43, Eligibility and Nonservice time study, should be split to separately identify the time spent in eligibility determinations and grant maintenance functions for Indochinese refugees ineligible for AFDC versus the time spent with GR recipients.

- c. Indochinese refugees eligible for medical assistance - Indochinese medical assistance

All time spent performing eligibility determinations and grant maintenance functions for Indochinese Medically Needy Only (MNO) or Medically Indigent (MI) recipients should be charged to Line K on the DFA 43, Eligibility and Nonservice Time Study.

## 2. Social Service Activities

All time spent providing social services to Indochinese refugees should be charged to Line O on the DFA 46, Social Services Worker Time Study.

### Cuban Refugee

#### 1. Eligibility and Nonservice Activities (Income Maintenance)

- a. Cuban refugees now eligible for an AFDC grant - Cuban-AFDC

All time spent performing eligibility determinations and grant maintenance functions for these AFDC recipients should be charged to Line N, Cuban-AFDC, on the DFA 43, Eligibility and Nonservice Time Study.

- b. Cuban refugees ineligible for an AFDC grant but eligible for assistance under the Cuban Refugee Assistance Program (includes those eligible for noncategorically linked Medi-Cal, i.e., MI) Non-AFDC Cuban

Costs for eligibility determinations and grant maintenance functions related to these recipients should be claimed in the appropriate category on the Cuban Claim, AA 223. All claiming instructions previously issued for the AA 223 remain in effect.

- c. Cuban refugees eligible for medical assistance as Medically Needy (MN) - Cuban-Medically Needy

All time spent performing eligibility determinations and grant maintenance functions for Cuban MN recipients should be charged to Line O, Cuban-Medically Needy, on the DFA 43, Eligibility and Nonservice Time Study.

## 2. Social Service Activities

### a. Social services provided to Cuban-AFDC recipients

All time spent providing social services to Cuban-AFDC recipients should be charged to the appropriate AFDC category of Line A, on the DFA 46, Social Services Worker Time Study.

### b. Social services provided to those Cuban refugees ineligible for AFDC-NonAFDC Cuban

Costs for social services provided to Cuban refugees ineligible for AFDC should be claimed in the appropriate category on the Cuban Claim, AA 223. All claiming requirements previously issued for the AA 223 are still in effect.

If you have any questions concerning the information above, please contact either Mark Salomon, Judy Thompson, or Laura Williams or your county Fiscal Representative at (916) 445-7046.

Sincerely,



R. E. REICH  
Deputy Director

cc: CWDA